



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of
Health and Social Services**

DIVISION OF PUBLIC ASSISTANCE
Family Nutrition Programs
Juneau

130 Seward Street, Suite 508
PO Box 110612
Juneau, Alaska 99811-0612
Main: 907.465-3100
Fax: 907.465-3416

February 1, 2018

Invitation to Participate in the 2018 Farmers' Market Nutrition Program (FMNP) and Senior Farmers' Market Nutrition Program (SFMNP)

As you plant your seedlings, gather your supplies and start scheduling where you'll be selling your produce this year, complete our application to become an authorized WIC Farmers' and Senior Farmers' Market farmer!

WE WANT TO PROMOTE YOUR FARM! We create a brochure listing the locations of our authorized farmers' markets, farmers and farm stands. This brochure will be distributed to participants in addition to posting to our website. If you would like to be included in this publication your completed application must be received no later than April 15th.

Important dates:

February 1 – May 15. Open application period for the 2018 Farmers' Market Nutritional Program and Senior Farmers' Market Nutritional Program season. If your complete application is received after May 15th, your application will be denied for the current season but you will be encouraged to reapply during the next open application period.

June 1 – October 31: Authorized farmers accept WIC Farmers' Market Coupons, WIC Fruit & Vegetable Vouchers (also known as FVVs), and Senior Farmers' Market Coupons.

November 15: The last date that an authorized farmer may deposit an FMNP coupon in the bank. Coupons deposited after that date may not be reimbursed.

November 30: This is the last date that a SFMNP coupon may be received by the assigned payment agency for reimbursement.

FMNP / SFMNP Application Process:

1. Complete and sign an application, banking form, and vendor agreement.
2. On your application, list the number of "Welcome Here" posters and FMNP / SFMNP Vendor Manuals you will need. (Posters from the 2014-2017 seasons may still be used. All other posters are to be destroyed.)
3. If you are selling from your farm or farmstand, provide details of your location that will help participants find your sales location(s). We will provide location and contact information to participants. In order to be included in the WIC-authorized farmer's location list for participants, your information must be received by April 15.
4. Send the completed application packet to the WIC Program Office at the address listed above.
5. WIC will review your application and contact you if additional information is needed.

(Continued on next page.)

6. If approved, you will receive notice of your authorization by mail including:
 - If you are a new vendor, a vendor number will be assigned to you, and you will receive one vendor number stamp that must be used on all FMNP and SFMNP coupons and FVV's before submitting for reimbursement. You may not accept the coupons or vouchers from participants until you have received your vendor stamp.
 - Returning vendor numbers will not change, and you will use the stamp that was already issued to you. If you need a new stamp, please notify our office and we will order a new one for you. New stamps can take up to three weeks.
 - You will be mailed "Welcome Here" posters, a copy of the Farmer-Vendor Manual, along with other program information.
7. Participation in at least one training teleconference each year is a program requirement for all authorized Farmers' Market managers and farmers. If you do not participate in at least one training your authorization could be terminated.

Notice: The State of Alaska WIC Program will be transitioning to EBT benefits in 2019. This may affect the Farmers' Market Nutrition Programs. More information will be provided as it becomes available.

After reviewing the mentioned documents, please contact us with any questions. You can expect authorization to take up to 30 days after we receive your completed application. For more information, contact:

- Erin Fahsholtz, S/FMNP Program Coordinator at (907)465-8630 or email: Erin.Fahsholtz@alaska.gov
- Sandra Harbanuk, WIC Vendor Coordinator at (907) 465-4704 or email: Sandra.Harbanuk@alaska.gov

We appreciate your commitment to providing fresh fruits, vegetables, and herbs to your low-income neighbors.

Sincerely,



Erin Fahsholtz
S/FMNP Program Coordinator

Sincerely,



Sandra Harbanuk
WIC Vendor Coordinator